

Minutes of the Fox Chapel Authority Board of Directors Meeting held Tuesday, October 24th, 2023.

Board of Directors present

Mrs. A. C. Lehman, President (Present)
Mr. J. A. Domaratz, Vice President (Present)
Mr. D. Newman, Treasurer (Present)
Mrs. N. S. Snider, Secretary (Present)
Mr. C. Pegher, Asst. Secretary & Treasurer (Present)
Mr. P. A. Iurlano, (Present)
Mrs. S. M. Mantia, (Absent)

Others present

Mr. M. S. Moore, Bankson Engineers, Inc. (Present)
Mr. A.A. Ditka, Dinsmore & Shohl (Present)
Mr. J.C. Jump, Manager (Present)

Mrs. Lehman, President, presided and called the meeting to order at 7:04 p.m.

Approval of the September 2023 Meeting Minutes and October Special Meeting Minutes for Roof Replacement

Mrs. Lehman made a motion to approve the September meeting minutes, Mrs. Snider seconded, and all voted in favor.

Mr. Newman made a motion to approve the October Special Meeting for Roof Replacement meeting minutes, Mrs. Lehman seconded, and all voted in favor.

Visiting Delegations/Comment Period

Mrs. Melanie Rutan from Bookminders attended the September meeting and discussed the services of Bookminders. Mrs. Rutan explained the benefits of Bookminders, their services, the benefit of the team approach, and weekly visits. Mrs. Rutan also reviewed the benefits that have been offered to other municipalities and authorities and agreed to send over to Mr. Jump a few contacts. Mr. Jump will contact these references and report back to the Board. Mrs. Snider requested a review of the bookkeeping bids submitted to the Finance Committee. Mr. Jump to provide this information to Mrs. Snider.

Financial Report

Mr. Jump provided the income statement and balance sheet for September 2023 and the budgeted statement of income for review before the meeting. Mr. Jump reviewed the details under the Statement of Income and Comprehensive Income. Mr. Jump also reviewed and commented on the Budgeted Statement of Income.

Consulting Engineer's Report

Mr. Moore provided a recap of ongoing projects with the Authority and reviewed the SCADA project and the review of the Tapping Fees. Mr. Moore, working with Mr. Jump presented two resolutions for review for submittal for funding. These resolutions are for the replacement of an Authority dump truck, and the replacement of the distribution garage roof.

Mr. Newman made a motion to approve the resolution for funding, for the replacement of one of the Authority's dump trucks in the amount of \$159,552. Mrs. Lehman seconded, and all voted in favor.

Mr. Newman made a motion to approve the resolution for the replacement of the distribution building roof in the amount of \$171,987. Mr. Pegher seconded, and all voted in favor.

Solicitor's Report

Mr. Ditka reviewed the status of the FNB Line of Credit and the few comments he had with the offer letter. Mr. Ditka commented that he would review these with FNB. Mr. Ditka reviewed the current roofing project and the contract submitted by TRS through the PA COSTARS cooperative purchasing agreement. Mr. Ditka commented that the Authority should be listed as additional insured on TRS liability certificates. Mr. Jump to ask TRS Roofing to submit this. Mr. Ditka reviewed the current status of the conversations with PWSA on the water purchase contract and advised that the contract should not exceed the current extension of the Authority, which is 2050, the Board Members agreed.

Manager's Report

Mr. Jump reviewed the items on the monthly manager report and reviewed the projects and items for discussion. Mr. Jump provided updates on non-revenue water, the SCADA project with Emerson, the Year 1 Meter Replacement Program, the current status of the 2023 Paving updates, and the current search for the replacement for the administration position. Mr. Jump also briefed the Board on the new PA Revised Lead and Copper Rule.

Committee Reports

Mr. Newman, on behalf of the Finance Committee, reviewed the information provided by Bookminders and reviewed the benefits that Bookminders would provide to the Authority. The Board had discussions with Mr. Newman and Mr. Jump about the use of Bookminders that came up due to the presentation from Melanie Rutan.

Mr. Domaratz reviewed with the Board that he has been in communication and discussion with Mr. Jump on the submittals for the replacement administration position. Mr. Jump is hoping to review the decision for the replacement in the next week or two.

Old Business

Mr. Jump reviewed the items under Old Business, of which the items have been discussed throughout this meeting.

New Business

Mr. Jump reviewed the items under New Business. Mr. Jump reviewed the status of the kickoff for the 2023 Annual Report and the 2024 Budget. Mr. Jump also briefed the Board on the new PA Revised Lead and Copper Rule. Mr. Jump reviewed the potential purchase of a replacement vehicle for the distribution fleet. The Board agreed to postpone this purchase.

Adjustment Requests

Mr. Jump reviewed two adjustment requests that were presented to the Authority. These two requests meet the intent of the adjustment procedure and will be granted.

Executive Session

The Board entered an executive session at 8:03 p.m. to discuss personnel issues. The regular meeting reconvened at 9:16 p.m.

Board Comments

There were no Board comments at this meeting.

Adjournment

There being no further business, Mrs. Snider made a motion to adjourn, which was seconded by Mrs. Lehman, and all voted in favor. The meeting was adjourned.